

**APPLICATION FOR THE POST OF EXECUTIVE ENGINEER ON DEPUTATION BASIS IN
NAVODAYA VIDYALAYA SAMITI**

General Information to Ascertain the Eligibility	Indicate Yes/No
Do you possess a Graduate degree in Civil Engineering from a recognized University with at least 50% marks?	
Are you serving in Government Department / organization?	
Are you Holding analogous post with Pay Level - 11 in the parent cadre with experience in civil works?	
Are you possessing 04 years experience as Assistant Executive Engineer (Civil) or equivalent post in Level-10 of pay matrix of 7 th CPC?	
Are you possessing 07 years experience in Civil Works in Pay Level-7 in the Pay Matrix of 7 th CPC as Assistant Engineer (Civil)?	
Are you possessing 04 years experience as Assistant Executive Engineer (Civil) or equivalent post in Level-10 of Pay Matrix?	
Whether your age is exceeding 56 years as on cut-off date i.e. 01.04.2023?	

A. PERSONAL DETAILS:

1. Candidate's Name : _____
2. Father's Name : _____
3. Mother's Name : _____
4. Category (UR/SC/ST/OBC) : _____
5. Gender (Male/Female/TG) : _____
6. Date of Birth(dd/mm/yyyy) : _____ (as per class X certificate)
7. Age as on 01.04.2023 : Year(s)_____, Month(s)_____, Day(s)_____

Affix recent passport size colour photograph

B. CONTACT DETAILS:

1. Present Address : _____
 _____ District _____
 State / UT _____ Pin Code _____
2. Permanent Address : _____
 _____ District _____
 State / UT _____ Pin Code _____
3. Contact Number : Mobile No. _____ Telephone No. _____
4. E-mail ID : _____

[All correspondence will be made through this mail only]

C. QUALIFICATION DETAILS (in chronological order from Secondary [class -X] onwards) [Copies of supporting documents are to be enclosed]:

Class / Course	Board / University	Institute	Year of Passing	Subject / Specialization	%age of marks obtained

D. EXPERIENCE (in chronological order) [Experience Certificate issued by the Competent Authority is to be enclosed] since joining service in Government Department / Organizations:

Post Held	Organization	Type of Organization	Pay Level [as per 7 th CPC in CDA pattern]			Nature of Duties	Period	
			Pattern [CDA / IDA]	Level in Parent Deptt.	Pay Level as per 7 th CPC		From	To
Total Experience in Level-7 and above: ____Year(s)____Month(s)								

E. DETAILS OF PRESENT EMPLOYER:

1. Name of Department where presently working : _____
2. Present Place of posting with address : _____
: _____
3. Present Post Held : _____
4. Date of appointment on present post : _____
5. Pay Level of Present Post held by the Candidate : _____(as per 7th CPC Pay Matrix)
6. Present Basic Pay as per 7th CPC Pay Matrix : Cell No. _____Rs. _____
7. Nature of duties performed during last 7 years : _____
: _____
8. Designation of Controlling Authority : _____
9. Address of Controlling Office with contact No. : _____
: _____

F. DECLARATION:

I solemnly declare the statements and details given above in the application form are correct to the best of my knowledge and belief. In case, any of the details in the application form are found false at a later stage, my candidature/appointment may be cancelled/withdrawn. I am fully aware that the appointment in the Samiti bears an All India Transfer Liability and I am likely to be posted anywhere in India.

(Signature of the Candidate)

Date: _____

Place: _____

FOR USE OF FORWARDING OFFICE / AUTHORITY

It is certified that details provided by the applicant as mentioned above are correct as per records. No disciplinary case pending or contemplated against Mr. / Ms. _____. If selected, the individual will be relieved immediately. Details of year-wise ACRs/ APARs grading are of the applicant are as under: -

PERIOD	2016-17	2017-18	2018-19	2019-20	2020-21
GRADINGS					

The copies of ACRs/ APARs of Mr. /Ms. _____ for preceding 05 years i.e. 2016-17, 2017-18, 2018-19, 2019-20 and 2020-21 are enclosed.

(Signature & Seal of forwarding Authority)

Name _____

Designation _____

EXPERIENCE CERTIFICATE

(in chronological order)

Name of candidate: _____

Sl. No.	Post Held	Organization Name	Type of Organization [Central / State / Semi Govt.]	Pay Level [as per 7 th CPC in CDA pattern]			Present Basic Pay	Nature of Duties	Period	
				Pattern [CDA / IDA]	Pay Level in Parent Deptt.	Pay Level (Equivalent) to 7 th CPC Pay matrix (CDA scale)			From	To
Total Experience in Pay Level-7 and above of 7 th CPC for CDA Scale: ____Year(s)____Month(s)										

(Signature & Seal of issuing Authority)

Name _____

Designation _____

LIST OF DOCUMENTS TO BE ENCLOSED

- A. Educational Qualifications
 - 1. Matriculation Certificate (Class X Pass Certificate)
 - 2. Class XII Pass Certificate
 - 3. Certificate of other educational qualifications such as UG, PG, etc.
- B. Document in support of Date of Birth.
- C. Valid Identity proof of the candidate issued by Govt.
- D. Experience Certificate in the prescribed format **(Annexure-A)** for service rendered in the Govt. organization including from present organization.
- E. Equivalency Certificate of CDA and IDA scale, in case, candidate serving in departments where IDA scale is application.
- F. Any other relevant documents.